

## **IEEE- Eta Kappa Board of Governors**

### **Minutes of the Meeting**

**27 September 2017**

**Various Locations, Webex**

#### **1. Call to Order, Roll Call and Introductions.**

The IEEE- Eta Kappa Nu (IEEE-HKN) Board of Governors met on 27 September on the online meeting platform Webex. Chair Tim Kurzweg called the meeting to order at 12:00 p.m. ET. A member quorum was confirmed and attendance was as follows:

#### **IEEE-HKN Board Members Present**

Tim Kurzweg, President, IEEE-HKN

Steve Watkins

Gordon Day

Michael Benson

Kyle Lady

S.K Ramesh

Enrique Tejera

Ron Jensen

Ed Rezek

Karen Panetta

#### **IEEE-HKN Board Members Absent**

Sampathkumar Veeraraghavan

#### **IEEE-HKN PRESENT**

Burt Dicht, Director, Student and Academic Education

Nancy Ostin, Director, IEEE-HKN

Aaron Novelle, Program Manager, IEEE-HKN

#### **2. Review and Approval of the Consent Agenda.**

The Motion to approve the Consent Agenda as submitted. **The motion passed** with the following results:

- Approval of the August Board Minutes. (reference agenda item 13)

- Approval of transfer of funds from the IEEE Foundation to HKN Operating Account. (reference agenda item 14)

### **3. Review and Approval of Agenda.**

The motion to approve the updated Agenda as submitted, **the motion passed.**

### **4. President's Remarks.**

Tim Kurzweg presented the Presidents remark, discussing the Strategic planning Ad-hoc and it's upcoming in person meeting at the IEEE Meeting series in Arizona in November. Continued with updates on the Chapter officer/Faculty advisor call, followed by discussion of visits, letters to donors, MGA updates and vTools. (reference agenda item 16)

### **5. Strategic Task Force Report**

Ed Rezek presented the Strategic Task force update, discussing the 2017 Goals and Plans, briefly touching on the various strategic goals and initiatives. (reference agenda item 17)

### **6. Fund Development Update**

S.K Ramesh presented an update on the Fund Development plan, including the "Get 5" campaign and various other campaigns to increase giving. The Board expressed appreciation to Rich Allen of the IEEE Foundation and Nancy Ostin for the preparation of the campaign packages. (reference agenda item 18)

### **7. Student Journey Mapping Update**

Ron Jensen presented the Journey mapping update. (reference agenda item 19)

### **8. Finance Committee Update**

Ron Jensen presented the Finance Committee update, discussing the 2018 Budget proposal, and the 2017 projections. Further updates on the concerns and potential solutions to the financial future of IEEE-HKN. (reference agenda item 20)

### **9. Student Leadership Conference Update**

Michael Benson presented the Student Leadership Conference update, discussing the funding plans and packages, the needs for travel assistance and partnerships both internally and externally. The funding package will be shared with both the Strategic planning Committee and the SLC 2018 and beyond Ad-hoc. (reference agenda item 21)

### **10. Qualifications for President-Elect regarding IEEE-HKN elections**

Gordon Day called the question on the motion to vote on the removal of requirements for eligibility of IEEE-HKN President elect candidates that had been tabled at the August meeting.

**The vote failed**, the Board then made a new motion to table the changes to President-elect requirements for election until the October meeting, **the motion passed**, this item will be reintroduced at that time.

The President requested that all Board give feedback on the item before the next meeting to allow for a swift resolution.

#### **New Business**

There was no new Business

#### **Old Business**

There was no old Business

#### **16. Adjournment**

The Motion to Adjourn was made at 1:43pm, **the motion passed**.

The next Board meeting will be held on 18 October 2017 at 12pm EST.

Submitted by:

Aaron Novelle, IEEE-HKN Program Manager